

DGDC Executive Council Meeting Minutes

April 14, 2011

10:00 a.m.

Room 219, Haslet Armory

122 William Penn Street, Dover, DE

ATTENDANCE

Executive Council Members

- Connie Holland, State Planning
- Andrea Godfrey, OMB, Proxy for Dir. Visalli
- Matt Laick, DSHS, Proxy for Sec. Schiliro
- Marti Dobson, DelDOT, Proxy for Acting Sec. Cauley
- Deborah Sullivan, DNREC, Proxy for Sec. O'Mara
- Megan Nehrbas, Sussex Co., Proxy for Co. Admin. Baker
- Sandy Schenck, DGS, Proxy for Dir. Talley
- Bill Hickox, DTI, Proxy for Sec. Sills
- Roger Barlow, USGS, Federal Liaison
- Mark Nowak, Dover, DGDC Municipal Representative
- Lillian Wang, DGS, DGDC At-Large Representative
- Dick Sacher, UD, DGDC Academic Community Representative

Other Attendees

- Kim Cloud, DTI
- Mike Mahaffie, GIC

Welcome and Introductions

Mike Mahaffie started the meeting at approximately 10:05 a.m. with a welcome and a round of introductions.

Approval of January 6, 2011 Meeting Minutes

Matt Laick made a motion to approve the [January 6, 2011 meeting minutes \(PDF\)](#) as presented. Andrea Godfrey seconded the motion and it passed, unanimously.

DGDC Committee Report

New GIS Coordinator for DSHS

Matt Laick is now the GIS Coordinator for the Department of Safety and Homeland Security. He gave a brief overview of his duties there. He noted that he will be working in the near term on coordinating the data flow into and out of DEMA, the State Police, and the DIAC.

Old Business

Orthophotography Projects

Roger Barlow gave an update on the 2011 orthophoto project. He noted that, after some delays, a joint funding agreement (JFA) had been reached in late February between the USGS and DTI. A contract was awarded to Digital Aerial Services, through USGS, and planes were expected to be collecting imagery on

April 14 and 15, the first clear days of the project. He noted that it has turned out to be a difficult flying season, with all the rain. It is also the case that there are some leaves already out, which may have an impact on the quality of the final product.

Roger reported that the final cost of the project is expected to be six to seven thousand dollars less than the original USGS estimate and that some funds will be returned to the state.

Roger reported that the project schedule is compressed, with a final delivery date intended to be August 1 (though that is likely to slip by a month). The state will need to review the ortho data during the production phase. Kim Cloud will take the lead on a review team and Mike Mahaffie, and several others, have volunteered to help with that review.

Roger also gave an update on the 2010 DVRPC orthophotography project that included New Castle County, in Delaware. He said that delays in delivery to other areas covered by the project have pushed back the delivery of data to New Castle County, but that he expects that delivery to take place soon. The data will be delivered to Pat Susi, in New Castle County. Sandy Schenck will contact Pat Susi to arrange for addition of the new data to the DataMIL.

New Business

Staff Changes

Mike Mahaffie formally announced his departure from State Planning and move to the Delaware Government Information Center which will require a change in leadership for DGDC. According to the DGDC enabling legislation ([29 Delaware Code, Chapter 91, Subchapter IV](#)), the non-voting chair of DGDC is to be a staff member of the Office of Management and Budget and has functionally been a part of the staff of the Office of State Planning Coordination.

Connie Holland explained that she hopes to post the position that Mike has vacated and to hire a new person to fulfill the role of GIS Coordinator. The new person would also likely provide GIS support and analysis for the Office of State Planning Coordination. Connie is working with State Personnel and hopes to be able to post the position.

In the meantime, Connie said, she will keep the DGDC and the Executive Council going. There is [an established schedule of meetings for the rest of the year](#) though that may need to be adjusted. Connie's contact information is (302) 739-3090 and connie.holland@state.de.us.

Dick Sacher made a motion that "the Executive Council acknowledges Mike Mahaffie for his consistent and productive leadership of Delaware's geographic data community over the past 13 years." Sandy Schenck seconded the motion and it passed, unanimously.

There was a discussion of continuing Delaware's relationship with the National States Geographic Information Council. Delaware currently has three members of this national group – Mike Mahaffie, Sandy Schenck, and Kim Cloud. Mike recommended that Sandy and Kim determine which of them should become Delaware's "lead delegate" and that both should continue their membership and represent the state. There was general agreement with this approach.

Open Comment Period

Roger Barlow reported that USGS is working on a National Enhanced Elevation Assessment and is reaching out to states with a survey of data users' needs and business cases for elevation data. This is part of the NSFGIC "Elevation for the Nation" approach. Sandy Schenck agreed to take the lead for Delaware in administering the survey over the next several weeks.

Megan Nehrbas reported that Sussex County is starting a major re-engineering of its IT and management systems and that that re-engineering will include some beneficial updates to the County's approach to GIS.

Matt Laick raised the issue of establishing web mapping standards for the state. This is an outgrowth of the planned establishment of “as needed” standards working groups from the January meeting. There was a general discussion of the need for standards to guide web mapping approaches and an update of the state Framework, now served by DataMIL, to meet the new expectations of MapServer and other web-mapping tools. Sandy Schenck agreed to lead an ad hoc group to look into this issue. The group will include Sandy, Matt Laick, Kim Cloud, Michael Townshend, and Darren Dell.

There was a general discussion of how to move the state’s GIS Coordination efforts forward and achieve the vision outlined in the [GIS Strategic Plan](#). It was agreed that the Executive Council needs to return to the “executive level” and that future agendas should be more focused on policy than on the operational and technical details of GIS projects.

There was a motion and a second to adjourn the meeting at approximately 11:30 a.m. The motion passed unanimously.